



Hawaii State Association of Counties

Counties of Kauai, Maui, Hawaii and City and County of Honolulu

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MINUTES
HSAC EXECUTIVE COMMITTEE MEETING
July 25, 2014
Honolulu Hale, Committee Meeting Room
Honolulu, Hawaii

OFFICE OF
THE COUNTY CLERK
COUNTY OF MAUI

I. CALL TO ORDER

The HSAC Executive Committee was called to order by President Mel Rapozo at 10:20 a.m. The following members comprising a quorum were present:

County of Kauai:	President Mel Rapozo
County of Hawaii:	Vice President Dennis "Fresh" Onishi
City and County of Honolulu:	Secretary Ernest Martin
County of Maui:	Treasurer Michael Victorino
Others Present:	Maui Council Chair Gladys Balsa
	Honolulu staff Andrew Sekine
	Honolulu staff Laura Figueira
	Honolulu staff Brandon Mitsuda
	Kauai staff Ashley Bunda
	Maui staff Erin Fleming
	Melissa Miranda-Johnson, Office of Honolulu
	Mayor Kirk Caldwell

II. APPROVAL OF AGENDA

President Rapozo made a motion to amend the agenda to add an item under New Business relating to NACo and WIR Board of Director seats.

The Committee approved the agenda as amended.



III. MINUTES

The Committee approved the minutes of the June 13, 2014, Executive Committee meeting.

IV. REPORTS

A. Treasurer's Report

1. **Treasurer's Report for May 2014 as submitted by the HSAC Treasurer**

The Committee approved the May 2014 Treasurer's Report.

2. **Treasurer's Report for June 2014 as submitted by the HSAC Treasurer**

The Committee approved the June 2014 Treasurer's Report.

B. County Reports

1. **Maui County Report.** Treasurer Victorino reported that the Maui Council took testimony on the GMO initiative and the matter will go before the voters.

Maui Council Chair Baisa stated that she is attending the meeting as a way of encouraging the other council chairs to be active in HSAC, especially with regard to preparing for the next legislative session. Maui Council Chair Baisa also discussed the GMO issue and Councilmember Hokama's appointment as NACo President.

2. **Hawaii County Report.** Vice President Onishi reported on Hawaii County's RFP for solid waste, agricultural tourism, and transient accommodations tax and general excise tax proposals.

Vice President Onishi stated that Hawaii Councilmember Willie has requested that HSAC Executive Committee meeting minutes include more details. President Rapozo responded that the Executive Committee will not change its format for meeting minutes and that all councilmembers are welcome to attend HSAC Executive Committee meetings.

3. **City and County of Honolulu Report.** Secretary Martin reported that the Honolulu Council adopted resolutions approving the City's participation in the NACo dental and health care programs.

Secretary Martin thanked the counties for their participation in the June HSAC conference and stated that overall, the conference was a success. Secretary Martin also reported on Honolulu's "sit-lie" initiatives.

At this point, Treasurer Victorino suggested that the council chairs and mayors meet with the Executive Committee in Honolulu on August 18 or 25 to start planning for the next legislative session.

Responding to a question from Maui Council Chair Baisa, Secretary Martin reported that Honolulu's polystyrene container legislation has been deferred and discussed arguments for and against the measure.

4. Kauai County Report. President Rapozo reported on Kauai County real property tax increases, the anti-GMO charter amendment petition, and the court case regarding Kauai's GMO ordinance. With regard to the latter matter, President Rapozo noted that the federal court is expected to rule on the preemption issue within 30 days.

The Committee received the county reports.

C. **NACo Report**

Treasurer Victorino stated that New Orleans did an excellent job hosting the NACo conference. Treasurer Victorino also reported that he has been appointed NACo Rural Action Caucus Chair, and HSAC will have four NACo Board of Directors positions. Treasurer Victorino stated that the Hawaii hospitality room was well received, and conference attendees expressed interest in the NACo Board of Directors meeting to be held in Maui in December.

President Rapozo and Treasurer Victorino commented that they thought the NACo conference was the best they have attended. President Rapozo thanked Maui staff Willenbrink, Kauai staff Bunda, the Kauai Visitors Bureau, and the Maui Visitors Bureau for their assistance.

Vice President Onishi thanked Eric Tanouye from Green Point Nurseries and Councilmember Polindexter for their help. Treasurer Victorino thanked Maui Gold for providing and shipping pineapples and Maui Tropical Plantation for providing coffee.

The Committee received the NACo report.

D. WIR Report

Vice President Onishi discussed Payment In Lieu of Taxes (PILT) lands and funding and the need to support the federal reauthorization of highway funds.

President Rapozo noted that the next WIR Board of Directors meeting will be held in Malta, Montana, in October.

The Committee received the WIR report.

V. UNFINISHED BUSINESS

A. Discussion and consideration of nominations to the NACo Steering Committees (Deferred June 13, 2014)

President Rapozo stated that he has received a number of applications for steering committees, and he would like to abide by the NACo rule placing a maximum of eight people from each state and two people from each county. Treasurer Victorino stated that Maui County currently has two members on NACo steering committees – himself on the Environment, Energy and Land Use committee and Councilmember White on the Transportation committee. Treasurer Victorino also stated that with reference to Hawaii County, Councilmember Willie is interested in the Agriculture and Rural Affairs Steering Committee, and Councilmembers Kanuha and Poindexter have submitted steering committee applications.

Vice President Onishi stated that Hawaii County currently has only one member – himself, on the Transportation Steering Committee. Councilmembers Kanuha and Poindexter were requested to withdraw and resubmit their applications, and they did so by handcarrying their applications to the New Orleans conference. [Note: the Executive Committee approved the NACo steering committee nominations of Councilmembers Kanuha and Poindexter at its April 19, 2014 meeting.]

Secretary Martin reported that Honolulu has one member – himself, on the Community and Economic Development Steering Committee. Councilmember Chang was a member of the same steering committee, but will not serve the next term.

President Rapozo reported that Kauai County currently has two members serving on steering committees.

Treasurer Victorino suggested that clarification be sought regarding the number of members from one county that may serve on a steering

committee. Treasurer Victorino stated that he believes the rule is that only two members from a county may serve on a particular steering committee.

Responding to a question from Vice President Onishi, President Rapozo stated that HSAC will pay airfares for steering committee chairs and vice chairs only, but not members. President Rapozo stated that steering committee membership is a commitment, so HSAC members who are on steering committees should attend the meetings.

The Committee approved the NACo Steering Committee nominations of Hawaii Councilmember Willie, Honolulu Council Chair Martin, Maui Councilmember Cochran, and Maui Councilmember Couch.

VI. NEW BUSINESS

- A. Communication (June 9, 2014) from County Clerk Danny A. Mateo, County of Maui, transmitting for the Executive Committee's information, Resolution No. 14-66 regarding the proposed slate of officers for the HSAC Executive Committee and Board of Director nominations to NACo and WIR for the 2014-2015 term which was approved by the Maui County Council on June 8, 2014.

The communication was received.

- B. Communication (date stamp of June 10, 2014) from City Clerk Bernice K. N. Mau, City and County of Honolulu, transmitting for the Executive Committee's information, Resolution 14-84, CD1, FD1 regarding the Honolulu City Council's appointments to the HSAC Executive Committee, and Resolution 14-123, regarding the proposed slate of officers for the HSAC Executive Committee and Board of Director nominations to NACo and WIR for the 2014-2015 term which was approved by the Honolulu City Council on June 4, 2014.

The communication was received.

- C. Discussion regarding the HSAC debit card as it relates to QuickBooks.

Treasurer Victorino stated that at present, the Maui Office of Council Services pays \$41.55 per month to QuickBooks and then seeks reimbursement from HSAC.

Treasurer Victorino moved that the HSAC debit card be authorized for this use as a monthly expense. Treasurer Victorino indicated that the authorization would result in savings in time and paperwork.

The motion was approved.

D. Discussion and consideration of NACo and WIR Board of Directors Positions.

President Rapozo stated that consideration should be given to filling the newly open NACo Board of Directors position and the vacant WIR Board of Directors position. [Note: the open seats are due, in part, to the presidential appointments of Vice President Onishi and Treasurer Victorino to at-large NACo director seats.]

President Rapozo recommended that the NACo Board of Directors seat be filled by Secretary Martin and that the WIR Board of Directors seat be filled by Hawaii Councilmember Kanuha.

Treasurer Victorino made a motion that Secretary Martin be appointed to the NACo Board of Directors.

The motion was approved.

Treasurer Victorino made a motion that Hawaii Councilmember Kanuha be appointed to the WIR Board of Directors.

The motion was approved.

Treasurer Victorino commented that the current budget provides for expenses for three NACo board members and indicated that the budget may need to be amended to provide for a fourth board member.

VII. ANNOUNCEMENTS

A. Schedule next meeting.

August 25, 2014, 9:00 a.m., at Honolulu Hale. The mayors and council chairs will be invited to attend the meeting, which will involve planning for the next legislative session.

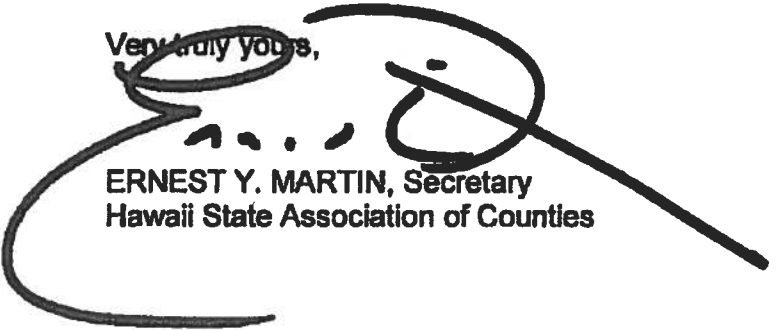
B. Other announcements.

President Rapozo stated that Kauai County has a problem in that it absorbs the costs for rescues from state beaches and trails. President Rapozo indicated that he would like this issue to be addressed.

VIII. ADJOURNMENT

The meeting was adjourned at 11:49 a.m.

Very truly yours,

A large, stylized handwritten signature in black ink, consisting of several loops and a long horizontal stroke extending to the right.

**ERNEST Y. MARTIN, Secretary
Hawaii State Association of Counties**

Hawai'i State Association of Counties (HSAC)
Counties of Hawai'i, Kaua'i, Maui, and City & County of Honolulu

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August 1, 2014

OFFICE OF
THE CLERK
COUNTY OF HAWAII

HSAC President and
Members of the Executive Committee

Dear President and Members:

I am interested in serving on the National Association of Counties ("NACo")
Environment, Energy & Land Use Steering Committee.

May I please request the attached NACo Steering Committee Nomination Form be placed
on the August 25, 2014, Executive Committee meeting agenda for consideration.

Sincerely,



Michael P. Victorino
HSAC Treasurer

ocs:proj:hsac:fy2015:15ltr:steeringcommitteerequest:kcw



NACo Steering Committee Nomination Form

This steering committee nomination form should be completed and sent to the executive director of your state association of counties. Appointments are made after the NACo Annual Conference. You may serve on only ONE steering committee and must be from a NACo member county. Only eight individuals from any state (including up to two from any one county) can serve on a particular committee. Please indicate your first choice with #1 and second with #2. NACo will notify you of your appointment in September.

NACo Steering Committees	
<input type="checkbox"/> Agriculture & Rural Affairs	<input type="checkbox"/> Human Services & Education
<input type="checkbox"/> Community, Economic & Workforce Development	<input type="checkbox"/> Justice & Public Safety
<input checked="" type="checkbox"/> Environment, Energy & Land Use	<input type="checkbox"/> Public Lands
<input type="checkbox"/> Finance & Intergovernmental Affairs	<input type="checkbox"/> Telecommunications & Technology
<input type="checkbox"/> Health	<input type="checkbox"/> Transportation

Name: Michael Victorino
first name last name suffix

Job Title: Council Member

County: Maui

Address: 200 S. High St.

City: Wailuku State: HI Zip: 96793

Phone: 808 270-7760 Fax: 808 270-7639

Email: michael.victorino@mauicounty.us

If you are an elected official, please enter date your county term expires: 12 / 2014 (mm/yyyy)

How long have you held this office? 8 (years)

Political Affiliation: ☒ Democrat ☐ Republican ☐ Non Partisan ☐ Independent ☐ Other

Are you reasonably free to travel? ☒ Yes ☐ No

Have you ever served on a NACo steering committee? ☒ Yes ☐ No

You will not be appointed to serve on a steering committee until you complete and return this form to your state association of counties.

TO BE COMPLETED BY STATE ASSOCIATION

The State Association President and NACo Board Members from the state concur with this nomination

Signature

Date

Hawai'i State Association of Counties (HSAC)
Counties of Hawai'i, Kaua'i, Maui, and City & County of Honolulu

August 18, 2014

*14 AUG 19 A9:17

Mr. Mel Rapozo, President
Hawaii State Association of Counties
4396 Rice Street, Suite 209
Lihue, Hawaii 96766

OFFICE OF
THE COUNTY CLERK
COUNTY OF KAUAI

Dear President Rapozo:

**SUBJECT: AMENDMENT TO THE HAWAII STATE ASSOCIATION
OF COUNTIES ("HSAC") FISCAL YEAR 2015
OPERATING BUDGET**

At the HSAC Executive Committee meeting of August 25, 2014, I intend to propose an amendment to the Fiscal Year 2015 Operating Budget to cover travel expenses for the HSAC Secretary to attend meetings of the National Association of Counties' ("NACo") Board of Directors.

At the 2014 Annual NACo Conference, Hawaii gained an additional seat on the NACo Board of Directors as a result of my appointment as Chair of the Rural Action Caucus, which automatically has a seat on the Board. The new Board position will be filled by HSAC Secretary Ernie Martin.

I am proposing the following amendments:

1. A \$4,500 increase in the "NACo Travel-Board-Air and Ground" expense; and
2. A corresponding decrease in the "Adjustments for Travel and Related Expenses" expense.

Should you have any questions, please contact me or Legislative Analyst Kimberley Willenbrink at (808) 270-7761.

Sincerely,



MICHAEL P. VICTORINO, Treasurer
Hawaii State Association of Counties

Enclosure

ocs:proj:hsac:FY2015:15ltr:2015 proposed budget amend 3 cover:kcw

HSAC FISCAL YEAR (FY) 2015 ANNUAL OPERATING BUDGET, AS AMENDED

	FY 2015 Amended Budget	FY 2015 Proposed Amended Budget
<u>REVENUES</u>		
1. Membership Fees	\$43,680	\$43,680
2. Conference Income	\$10,000	\$10,000
3. Interest Income	\$28	\$28
4. Corporate Sponsorship	\$0	\$0
5. Miscellaneous	\$0	\$0
6. NACo Prescription Drug Marketing Fee	\$12,000	\$12,000
Fund Balance, prior FY	\$107,164	\$107,164
TOTAL REVENUES AND FUND BALANCE	<u>\$172,872</u>	<u>\$172,872</u>
<u>EXPENSES</u>		
1. Executive Committee Travel-Air and Ground	\$15,500	\$15,500
2. Executive Committee Auditing/Professional Services	\$4,500	\$4,500
3. Executive Committee Stationery	\$150	\$150
4. Executive Committee Miscellaneous	\$2,000	\$2,000
5. Online QuickBooks Monthly Fee	\$500	\$500
1. Special Committee Travel	\$500	\$500
2. Special Committee Miscellaneous	\$100	\$100
1. NACo Travel-Board-Air and Ground	\$13,500	\$18,000
2. NACo Travel-Steering Committees-Air and Ground	\$6,000	\$6,000
3. NACo Promotional	\$250	\$250
4. NACo Dues	\$27,268	\$27,268
5. NACo Miscellaneous	\$1,000	\$1,000
1. WIR Travel-Air and Ground	\$9,000	\$9,000
2. WIR Promotional	\$9,250	\$9,250
3. WIR Dues	\$3,804	\$3,804
4. WIR Miscellaneous	1,000	1,000
5. WIR 2015 Conference	\$12,755	\$12,755
1. Adjustments for Travel and Related Expenses	\$12,295	\$7,795
2. National Conference Fund	\$40,000	\$40,000
3. Prescription Drug Scholarship Program	\$7,500	\$7,500
4. County Leadership Institute Attendee	\$3,000	\$3,000
5. Prescription Drug Promotion	\$3,000	\$3,000
TOTAL EXPENDITURES	<u>\$172,872</u>	<u>\$172,872</u>
BALANCE	\$0	\$0